

2026-2027 CMS Appraisal Cycle Dates and Tasks

The appraisal cycle for the **Career Management System** is comprised of individual tasks that require action by the employee and the appraiser. To submit the reviews for each employee, please see the phases and steps outlined below.

Phase	Mode and Responsibility		2026-2027 Launch/Due Dates	Action	Description
Phase 1: Beginning of Year	Online	Employee	September 1- October 16, 2026	- Log into Cornerstone (https://dallasisd.csod.com) - Complete and submit the assigned Goal-Setting task	Employee completes goal entry before appraiser has action to take online.
	Online and Face-to-Face or Virtual	Appraiser		- Schedule and hold the Goal-Setting conference to discuss job responsibilities, expectations, and goals - Log into Cornerstone (https://dallasisd.csod.com) - Complete and submit the Goal-Setting Acknowledgement for (EMPLOYEE NAME) task	Appraiser receives email notification when the employee has submitted goals for approval.
Phase 2: Mid-Year	Online	Employee	January 19- February 26, 2027	- Log into Cornerstone (https://dallasisd.csod.com) - Complete the assigned Mid-Year Self-Review task	Employee completes self-review before appraiser has action to take online.
	Online and Face-to-Face or Virtual	Appraiser		- Log into Cornerstone (https://dallasisd.csod.com) to review employee's mid-year self-review - Schedule and hold the Mid-Year Review conference - Add Comments and submit the "Mid-Year Conference Acknowledgment for (EMPLOYEE NAME)" task online	Appraiser receives email notification when the employee has submitted the mid-year review. <i>Self-Review ratings are visible, but appraiser DOES NOT rate during the Mid-Year Review.</i>
Phase 3: End of Year*	Online and Face-to-Face or Virtual	Appraiser	April 26-June 18, 2027 or prior to last day of 2026-2027 work calendar	- Log into Cornerstone (https://dallasisd.csod.com) - Complete the assigned End of Year Review and End of Year Conference Acknowledgment for (EMPLOYEE NAME) task; SAVE AND EXIT - Schedule and hold the End-of-Year Review conference - Log into Cornerstone (https://dallasisd.csod.com) and SUBMIT the review.	Appraiser receives an email notification that summative reviews are available on April 26. Summative window is wide to allow for a variety of work calendars but should be completed by employee's last working day. <i>Appraiser has no additional required action to take after submitting the summative review online.</i>
	Online	Employee		Log into Cornerstone to electronically sign End of Year review and submit comments**	Employee receives email notification when the appraiser has submitted the evaluation.